

TO: AL BROWNADMINISTRATION Exhibit No. 211

NAME OF SUPERVISOR

DEPARTMENT

*To be prepared in duplicate. Original for absentee's supervisor.  
Copy for personnel records.*

# ABSENCE REPORT DOCKET FILE COPY ORIGINAL

CLOCK OR  
PAYROLL  
NAME JANE DUFF NUMBER \_\_\_\_\_ DEPT. ADMIN

ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_ SHIFT \_\_\_\_\_

LAST DAY WORKED 3/10 WILL RETURN IN APPROXIMATELY 1 DAYS

PERSON REPORTING ABSENCE \_\_\_\_\_ PHONE \_\_\_\_\_

REPORTED TO:	BY PHONE	BY MESSENGER	OTHER MEANS	DATE	HOUR
AL BROWN			MEMO		

## REASON FOR ABSENCE

(CHECK APPROPRIATE REASON)

ACCIDENT ON DUTY		HOLIDAY		SICKNESS—SELF	
ACCIDENT OFF DUTY		JURY DUTY		VACATION	
DISCIPLINE		LEAVE OF ABSENCE		UNEXCUSED ABSENCE	
DEATH IN FAMILY		SICKNESS IN FAMILY		EXCUSED (OTHER)	X

NAME OF HOSPITAL \_\_\_\_\_ NAME OF DOCTOR \_\_\_\_\_

REASON FOR ABSENCE EXPLAINED (REQUIRED) **ENTERED** \_\_\_\_\_

PERSONAL DAY MAR 13 1992

DATE \_\_\_\_\_ REPORT RECORDED BY \_\_\_\_\_

Federal Communications Commission	
Docket No. <u>93-75</u>	Exhibit No. <u>211</u>
Presented by <u>Cohn</u>	
Disposition	Identified <u>12-6-93</u>
	Received <u>12-6-93</u>
	Rejected _____
Reporter <u>Al Brown</u>	
Date <u>12-6-93</u>	

50445

TO: Allan Brown  
NAME OF SUPERVISOR

Administration  
DEPARTMENT

*To be prepared in duplicate. Original for absentee's supervisor.  
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## ABSENCE REPORT

CLOCK OR  
PAYROLL  
NAME Jane Duff NUMBER 30973 DEPT. Admin.  
ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_ SHIFT \_\_\_\_\_  
LAST DAY WORKED \_\_\_\_\_ WILL RETURN IN APPROXIMATELY \_\_\_\_\_ DAYS  
PERSON REPORTING ABSENCE \_\_\_\_\_ PHONE \_\_\_\_\_

REPORTED TO:	BY PHONE	BY MESSENGER	OTHER MEANS	DATE	HOURL

## REASON FOR ABSENCE

(CHECK APPROPRIATE REASON)

ACCIDENT ON DUTY		HOLIDAY		SICKNESS—SELF	
ACCIDENT OFF DUTY		JURY DUTY		VACATION	X
DISCIPLINE		LEAVE OF ABSENCE		UNEXCUSED ABSENCE	
DEATH IN FAMILY		SICKNESS IN FAMILY		EXCUSED (OTHER)	X

NAME OF HOSPITAL \_\_\_\_\_ NAME OF DOCTOR \_\_\_\_\_

REASON FOR ABSENCE EXPLAINED (AS REQUIRED) \_\_\_\_\_

Vacation Days: 12/23, 12/24, 12/26, 12/27

Comp Time: 12/30, 12/31 (accrued while at LPTV Conference)

DATE \_\_\_\_\_ REPORT RECORDED BY JS

50447

STATION: KTBN
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NAME OF SUPERVISOR: Allan Brown	DEPARTMENT: Administration
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## ABSENCE REPORT

NAME: Jane Duff	EMPLOYEE NUMBER: 30973
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DATE(S) OF ABSENCE: July 1, 1991
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### REASON FOR ABSENCE (Check Appropriate Reason)

ACCIDENT ON DUTY	<input type="checkbox"/>	SICKNESS—SELF	<input type="checkbox"/>
DEATH IN FAMILY	<input type="checkbox"/>	VACATION	<input type="checkbox"/>
LEAVE OF ABSENCE	<input type="checkbox"/>	UNEXCUSED ABSENCE	<input type="checkbox"/>
SICKNESS IN FAMILY	<input type="checkbox"/>	EXCUSED (OTHER)	<input checked="" type="checkbox"/>

REASON FOR ABSENCE EXPLAINED (AS REQUIRED): Personal Day	<b>ENTERED</b>
	<b>JUL 10 1991</b>

PERSON REPORTING ABSENCE: Sheri Duff	EXTENSION: 217
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REPORTED TO	BY PHONE	DATE	HOUR
Allan Brown	BY MESSENGER		
	OTHER MEANS <i>memo</i>		

DATE: <i>7-12-91</i>	STATION MANAGER / SUPERVISOR: <i>[Signature]</i>
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GF062

**ORIGINAL MUST ACCOMPANY  
THE PAYROLL WORK SHEET**  
KEEP YELLOW COPY FOR DEPARTMENT FILES

50448

TO:

NAME OF SUPERVISOR

DEPARTMENT

*To be prepared in duplicate. Original for absentee's supervisor.  
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## ABSENCE REPORT

NAME Jane Duff CLOCK OR PAYROLL NUMBER \_\_\_\_\_ DEPT. \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_ SHIFT \_\_\_\_\_  
 LAST DAY WORKED 5/17/90 WILL RETURN IN APPROXIMATELY 1 <sup>working</sup> DAYS  
 PERSON REPORTING ABSENCE Jane Duff PHONE \_\_\_\_\_

REPORTED TO:	BY PHONE	BY MESSENGER	OTHER MEANS	DATE	HOUR
<u>Jane Duff</u>				<u>5/17/90</u>	<u>8:30</u>

## REASON FOR ABSENCE

(CHECK APPROPRIATE REASON)

ACCIDENT ON DUTY		HOLIDAY		SICKNESS—SELF	
ACCIDENT OFF DUTY		JURY DUTY		VACATION	
DISCIPLINE		LEAVE OF ABSENCE		UNEXCUSED ABSENCE	
DEATH IN FAMILY		SICKNESS IN FAMILY		EXCUSED (OTHER) <u>Personal</u>	

NAME OF HOSPITAL \_\_\_\_\_ NAME OF DOCTOR \_\_\_\_\_

REASON FOR ABSENCE EXPLAINED (AS REQUIRED) \_\_\_\_\_

8 Hrs Per Pand

P/E 5/27/90 nt

DATE \_\_\_\_\_ REPORT RECORDED BY \_\_\_\_\_

PERSONNEL DEPARTMENT

50453

TO: Paul Crouch  
NAME OF SUPERVISOR

Administration #2  
DEPARTMENT

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Copy for personnel records.*

## ABSENCE REPORT

CLOCK OR  
PAYROLL  
NAME Jane Duff NUMBER \_\_\_\_\_ DEPT. Admin  
ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_ SHIFT \_\_\_\_\_  
LAST DAY WORKED 11-25 WILL RETURN IN APPROXIMATELY \_\_\_\_\_ DAYS  
PERSON REPORTING ABSENCE Sheri Duff PHONE 217

REPORTED TO:	BY PHONE	BY MESSENGER	OTHER MEANS	DATE	HOUR

## REASON FOR ABSENCE

(CHECK APPROPRIATE REASON)

ACCIDENT ON DUTY		HOLIDAY	<input checked="" type="checkbox"/>	SICKNESS—SELF	
ACCIDENT OFF DUTY		JURY DUTY		VACATION	<input checked="" type="checkbox"/>
DISCIPLINE		LEAVE OF ABSENCE		UNEXCUSED ABSENCE	
DEATH IN FAMILY		SICKNESS IN FAMILY		EXCUSED (OTHER)	

NAME OF HOSPITAL \_\_\_\_\_ NAME OF DOCTOR \_\_\_\_\_

REASON FOR ABSENCE EXPLAINED (AS REQUIRED) \_\_\_\_\_

11-26-92 Thanksgiving 11-27-92 Vacation Day

DATE 12-7 REPORT RECORDED BY JD

50442

DOCKET FILE COPY ORIGINAL

212

P. JANE DUFF

From 1984 to the present, serves as the Assistant to the President. Responsibilities include interfacing with attorneys regarding all TBN business with FCC, purchasing television stations, applying to FCC for licenses, real estate negotiations, leases, affiliation for programming, EEO and personnel matters as related to FCC, supervision of office staff, training of public affairs staff for affiliated network stations as well as the hiring and evaluating of employees.

Member of Board of Directors of Community Educational Television, which owns stations in Houston, Harlingen and Beaumont, Texas. Member of Board of Directors of Jacksonville Educators Broadcasting, Inc., which owns television stations in Ft. Pierce and Jacksonville, Florida. Member of Board of Directors of National Minority Television, Inc. which owns a Portland television station as well as several low power television stations around the country.

From 1979 to 1984 served as Public Affairs Director. Responsible for interviews with civic, political, business, and educational leaders in the local community. Produced and hosted a public affairs format television program. During this time period, served as the Vice President of TBN and acted as liaison to the public.

High school graduate, attended course in Broadcasting at Southern California College.

Docket No. 93-75 Exhibit No. 6-B-212	
Produced by: <u>S. Oliver</u>	
Disposition	( ) Served
	( ) Received
	( ) Reported
Reporter	<u>G. L. Vinyard</u>
Date	<u>12-6-93</u>